

## 2 FAM 350 TRIBUTE OF APPRECIATION

*(TL:GEN-322; 11-29-2005)*  
*(Office of Origin: L)*

### 2 FAM 351 BACKGROUND

*(TL:GEN-322; 11-29-2005)*

- a. The Department frequently has occasion to express its thanks for services performed by *external* persons and groups on behalf of its foreign affairs program. A tribute of appreciation is established for this purpose. The Office of the Chief of Protocol (S/CPR) administers this *award*.
- b. The act or acts deserving of recognition may be made within the United States or abroad, direct or indirect in nature, and of short or long duration. As a general guide, the services performed should be of a nature *that warrants* an expression of thanks, but not recognition of the kind ascribed to formal honorary awards.

### 2 FAM 352 ELIGIBILITY

*(TL:GEN-322; 11-29-2005)*

- a. Individuals and groups eligible to receive this award include:
  - (1) Citizens, military personnel, and public officials of foreign countries;
  - (2) Members of international organizations;
  - (3) Private U.S. citizens, including spouses and dependents of employees of the U.S. Government; and
  - (4) Personnel of other agencies of the executive branch of the *U.S.* Government.
- b. The award *shall* not be made to personnel (or their dependents) of another U.S. Government agency without first obtaining the consent of that agency.

### 2 FAM 353 EXAMPLES OF AWARD

*(TL:GEN-298; 11-22-1999)*

Examples of the award include, but are not limited to a:

- (1) Military hospital serving Foreign Service personnel;
- (2) Performing artist or groups of artists working under adverse conditions; or
- (3) Military unit assisting victims of natural or other disasters.

## 2 FAM 354 RESPONSIBILITIES

*(TL:GEN-322; 11-29-2005)*

- a. Chiefs of diplomatic missions make the final determination in granting this award within their country of assignment. In cases where recipients are outside their assigned countries, chiefs of mission send their proposals to the regional bureau having jurisdiction.
- b. Assistant Secretaries or, as appropriate, higher officials of the Department, make awards to recipients in the *United States*.
- c. Requests for blank tribute certificates are addressed to the Office of the Chief of Protocol (S/CPR), Department of State. Requests should include names of the proposed recipients; a brief justification for granting the award; the proposed text to be inscribed on the award; and certification that the chief of mission or respective Assistant Secretary has approved the request.
- d. Upon receipt of the blank tribute certificate from S/CPR, the nominating mission or bureau makes arrangements for the inscription and signing of the certificate. In special cases involving presentations within the *United States* requests for the Secretary's signature may be entertained.

## 2 FAM 355 PRESENTATION OF AWARD

*(TL:GEN-322; 11-29-2005)*

The chief of mission or Assistant Secretary concerned presents the award or has it presented in a suitable ceremony.

## 2 FAM 356 THROUGH 359 UNASSIGNED